

The Corporation of the Town of



**TREES AND TRAIL ADVISORY PANEL MINUTES**

On June 22, 2017

At Public Works Boardroom – 665 Charles St.

1	<b>CALL MEETING TO ORDER</b>	
	Chair Peter Murray chaired the meeting. The meeting was called to order at 09:07 AM	
	<b>COMMITTEE MEMBERS PRESENT</b>	<b>STAFF PRESENT</b>
<b>CHAIR:</b>	Peter Murray	Terry Gilmer, Manager of Parks and Recreation
<b>MEMBER:</b>	Rick Dunn	Krista Pooley, Public Works Administrative Assistant
	Angus Fergusson	Paul McMunn, Manager of Public Works
<b>REGRETS:</b>	Jim Garrah	
	Dwayne Fletcher	
	John Cornish	
	Douglas Bickerton	
2	<b>DISCLOSURE OF PECUNIARY INTEREST &amp; GENERAL NATURE THEREOF - NONE</b>	
3	<b>APPROVAL OF MINUTES (ADOPTION)</b>  <b>Motion No. 2017-08</b> <b>Moved by:</b> Rick Dunn <b>Seconded by:</b> Angus Fergusson  Be it resolved that the Trees and Trail Advisory Panel hereby adopt the minutes from their May 25, 2017 meeting.	
	<b>CARRIED</b>	
4	<b>PUBLIC QUESTION/COMMENT - NONE</b>	
5	<b>UNFINISHED BUSINESS – TREES AND TRAILS</b>	
	1. Display at July 1, 2017, craft show <ul style="list-style-type: none"> <li>– Peter Murray will assist to assemble the display, Jim Garrah will staff the display throughout the day.</li> <li>– Krista Pooley to finalize the draft and print some Pitch Pine brochures for the display</li> </ul>	
	2. Training program offered by the municipal forestry institute for municipal employees	

	Terry currently does not have an ideal staff member to send, but there may be an opportunity to plan this (staff, time, and budget) for next year.
	<p>3. Update of presentation to Council of: “A Compact Urban Forest Management Sustainability Plan for the Town of Gananoque” and “A Compact Sustainability Management Plan for the Trails of Gananoque”</p> <ul style="list-style-type: none"> <li>– Manager of Public Works and Manager of Parks and Recreation to prepare a joint report. Both Mangers agree this will likely occur in the fall during budget and planning sessions.</li> </ul>
	<p>4. Service Berry Tree – Update from Director of Public Works</p> <ul style="list-style-type: none"> <li>– Krista Pooley to coordinate the pick-up and hand-off of the Service Berry tree between Mike Prior and Public Works Crew (pickup) and Doug Bickerton (hand-off supported by Public Works).</li> </ul>
6	<b>DISCLOSURE OF ADDITIONAL ITEMS – NONE</b>
7	<b>DELEGATIONS/PRESENTATIONS – NONE</b>
8	<b>CORRESPONDENCE- NONE</b>
9	<b>REPORTS/NEW BUSINESS</b>
	<p><b>TRAILS:</b></p> <ol style="list-style-type: none"> <li><b>1. New distance markers/removal of counter-clockwise trail markers:</b> <ul style="list-style-type: none"> <li>– Group of Panel member volunteers to complete this work; possibly in the fall.</li> </ul> </li> <li><b>2. Status of trail maintenance:</b> <ul style="list-style-type: none"> <li>– Stairs and bridge are almost complete, weed eating and grass cutting needed on MacLean Loop. Peter Murray suggests cutting pipe rather than removing entire concrete structure near Baldree’s.</li> <li>– Parks and Recreation Manager requests that a Panel member walk the trails with Sal Rotlo, in support of his maintenance efforts.</li> <li>– Riverloop work is complete.</li> </ul> </li> <li><b>3. Trail clean-up day for Town of Gananoque Trails June 24</b> <ul style="list-style-type: none"> <li>– Krista Pooley has received RSVP’s to attend from six people.</li> </ul> </li> <li><b>4. Update on status of work order for by-passing of stairs behind No Frills</b> <ul style="list-style-type: none"> <li>– Director of Parks and Recreation has met with a contractor who will take on the work. Sal Rotlo will be working to move this project along.</li> </ul> </li> </ol>

## **TREES:**

### **1. Concern regarding status of borderline town trees and 2017 planting program**

- Peter Murray and Doug Bickerton maintain a list of Town residents who request new trees be planted, or to replace trees which have expired.
- The official process for obtaining and replacing/planting a tree in the Town is part of the “Compact Urban Forest Management Sustainability Plan” for the Town of Gananoque.
- Manager of Public Works has a budget to purchase 15 caliper size deciduous trees.
- Replacement of trees on Victoria Ave will be separate and funds will come from the capital project budget.

### **2. Take action to purchase Vimy Oak Tree**


- Panel has interest in obtaining some Vimy Oak Tree seedlings (grown from “heirloom seeds” believed to have originated from Oak trees located at the site of Vimy Ridge). Would be ideal candidate for inclusion in the Heritage Tree Program.
- Panel is concerned about maintenance required to ensure success of seedlings (if obtained). The seedlings would require significant maintenance (nursery conditions for an additional 5 years: watering, pruning, and staking).
- Manager of Public Works would like to use wood constructed planter boxes to display seedlings on King St for the duration of maturation stage until planting stage is reached. This would provide visual appeal and may provide benefits related to ease of maintenance.
- Panel advises that planter boxes must be constructed of cedar and would be supportive of this portable nursery concept.
- Peter Murray to determine if it is still possible to obtain the seedlings.

### **3. Heritage tree program**

- Peter Murray (on behalf of the sub-committee) has sent a letter to the Heritage Committee introducing the Panel idea to work together to designate appropriate Heritage Trees in the Town pursuant to “Bylaw 2006-03”.

### **4. Town official tree pitch pine brochure**

- Peter Murray and Krista Pooley to travel to the East End Town Gate to get pictures of local pitch pines to include in brochure.

	<ul style="list-style-type: none"> <li>– Krista Pooley to print some brochures and take to Visitor Center to gauge interest</li> </ul> <p><b>5. Draft letter to notify private owners of dying ash trees</b></p> <ul style="list-style-type: none"> <li>– Peter Murray has drafted a notice letter to deliver to residents when Panel members confirm the presence of a dying ash tree (due to Emerald Ash Bore) on private property. The letter would be educational and make recommendations to the resident for how to best remove the tree.</li> <li>– Krista Pooley to work with Peter Murray to finalize the draft letter for presentation to CAO for feedback.</li> </ul>
10	<p><b>DISCUSSION OF COMBINED/ADDITIONAL ITEMS:</b></p> <p><b>1. CHIP SPREADING/INMATE WORKER PROGRAM:</b></p> <ul style="list-style-type: none"> <li>– Inmate worker program will no longer be extended to include Trails work (chip spreading on trails) due to the high risk nature of having inmates work on trails.</li> <li>– As an alternative the Manager of Parks and Recreation offers that Sal Rotolo may be able to assist with chip spreading.</li> </ul> <p><b>2. BIKE COMMITTEE:</b></p> <ul style="list-style-type: none"> <li>– Manager of Parks and Recreation inquires to Panel about the “Bicycle Subcommittee”. He would like to know who residents to contact with questions and concerns about making Gananoque more bicycle friendly? Doug Bickerton is the appropriate contact and represents the Panel on the Bicycle Subcommittee.</li> </ul>
11	<b>NEXT MEETING</b>
	The Panel members agreed to meet monthly on the 4 <sup>th</sup> Thursday of each month. The next meeting will be held July 27, 2017, 9:00AM at the Public Works Boardroom.
12	<b>ADJOURNMENT</b>
	Meeting adjourned at 10:47 AM.
	
Chair, Peter Murray	Secretary, Krista Pooley